

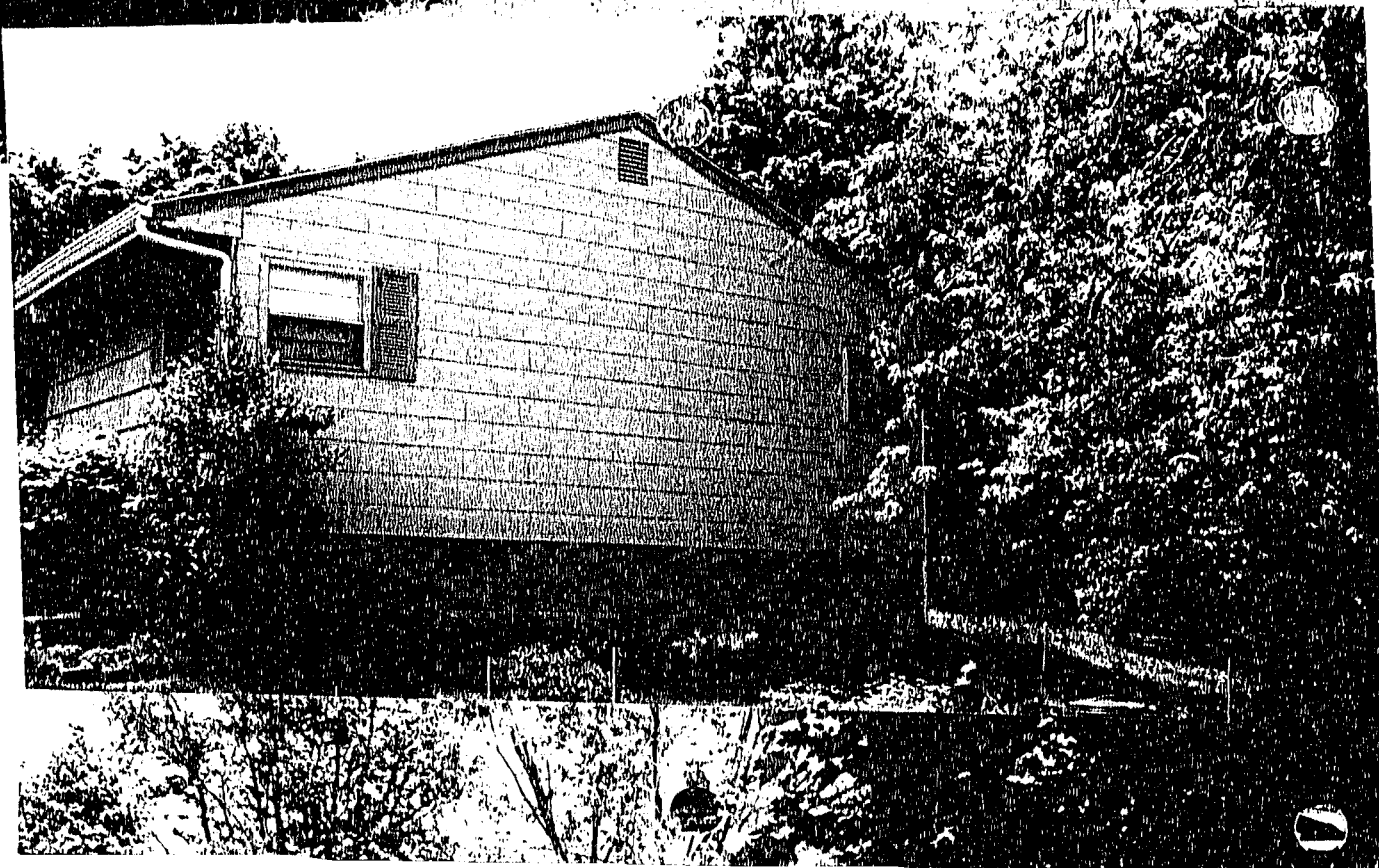
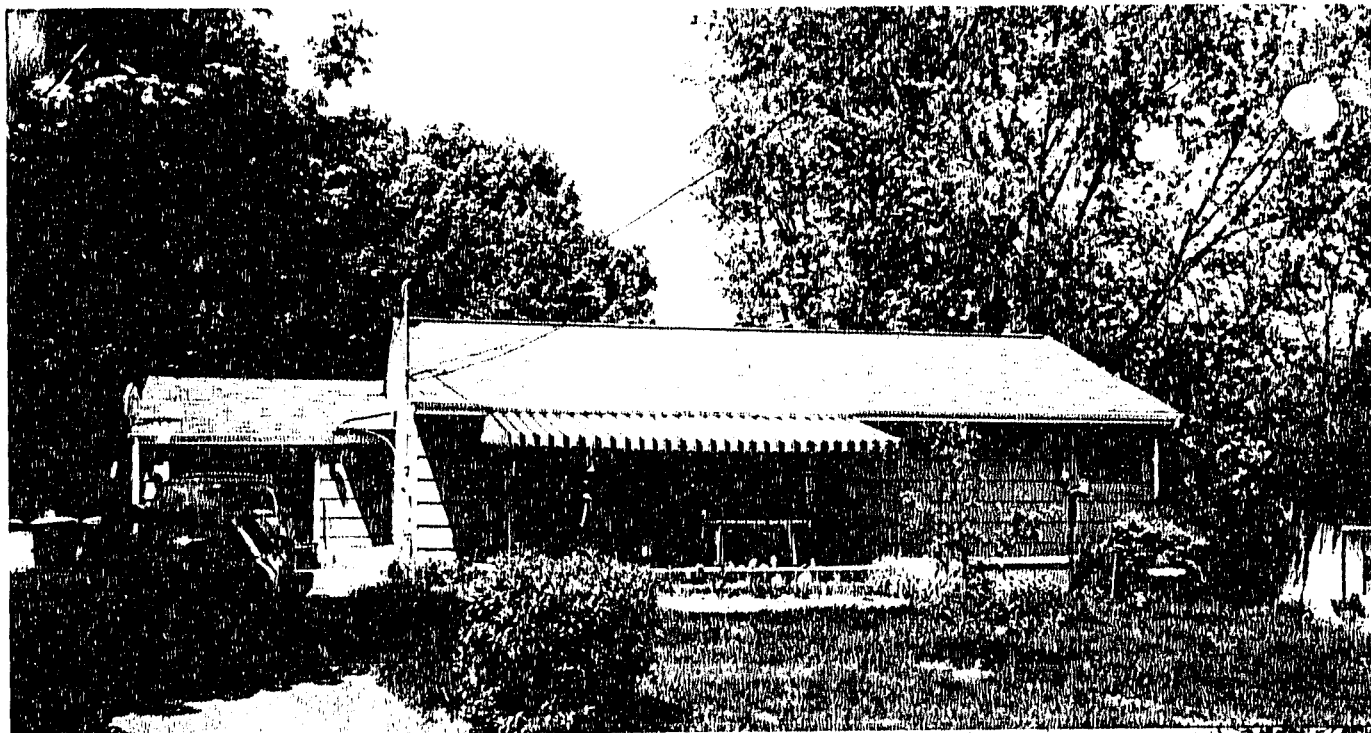
**ZB# 05-32**

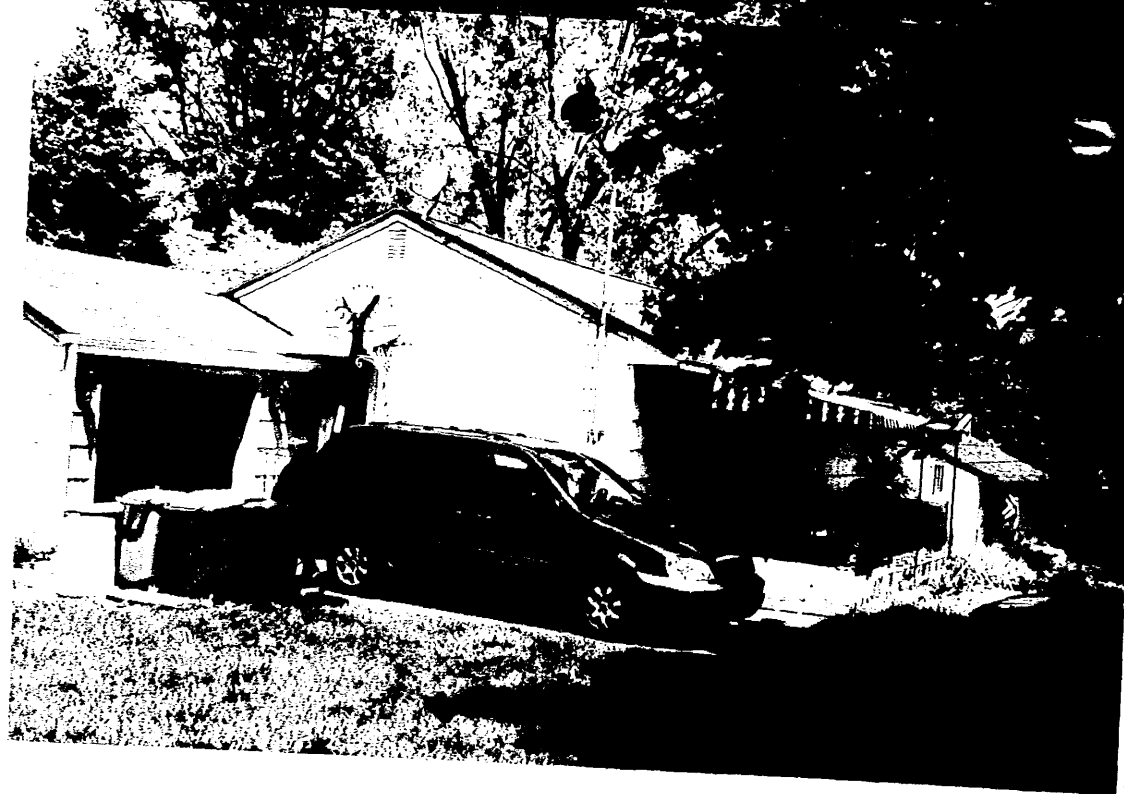
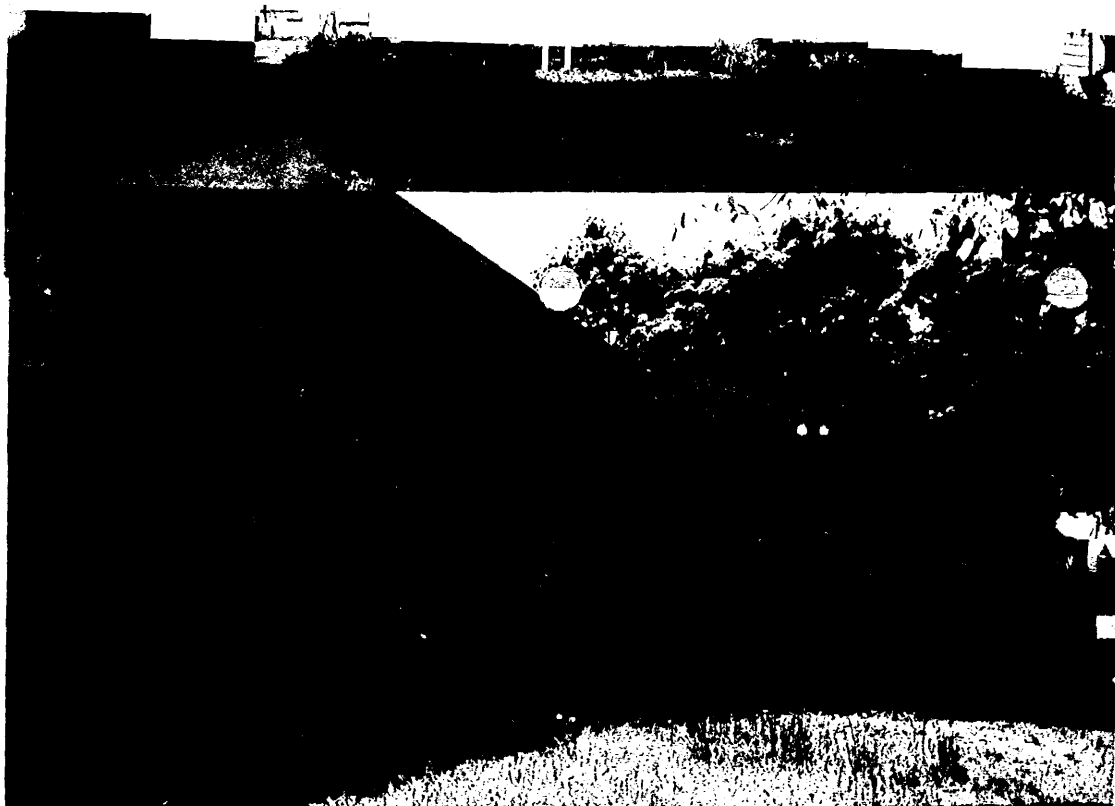
**Joseph Milano**

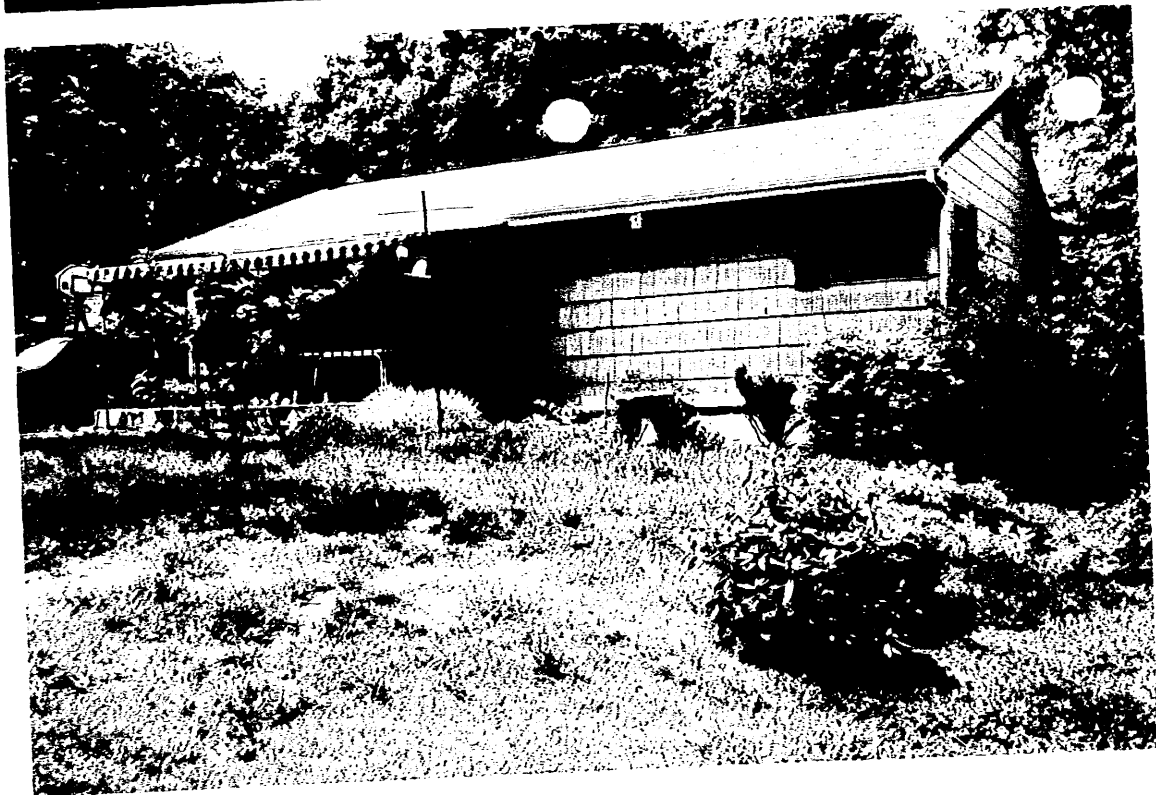
**23-2-5**

ZBA #05-32 Joseph Milano - (Area)  
8 Ellison Dr (23-2-5)

ZONING BOARD OF APPEALS  
TOWN OF NEW WINDSOR  
555 UNION AVENUE  
NEW WINDSOR, N.Y. 12553  
Granted 7-11-05











# **Town of New Windsor**

**555 Union Avenue  
New Windsor, New York 12553  
Telephone: (845) 563-4615  
Fax: (845) 563-4689**

## **OFFICE OF THE ZONING BOARD OF APPEALS**

**November 29, 2005**

**Joseph Milano  
8 Ellison Drive  
New Windsor, NY 12553**

**SUBJECT: REQUEST FOR VARIANCE #05-32**

**Dear Mr. Milano:**

**Please find enclosed two copies of the Formal Decision for your case before the Zoning Board of Appeals. Please keep these copies in your records for future reference if needed.**

**If you are in need of any further assistance or have any questions in this matter, please feel free to contact me at the above number.**

**Very truly yours,**

---

**Myra Mason, Secretary to the  
NEW WINDSOR ZONING BOARD**

**MLM:mlm**

**cc: Michael Babcock, Building Inspector**

**NEW WINDSOR ZONING BOARD OF APPEALS**

**SBL: 23-2-5**

**In the Matter of the Application of  
JOSEPH MILANO**

**MEMORANDUM OF  
DECISION GRANTING**

**AREA**

**CASE #05-32**

**WHEREAS, Joseph Milano , owner(s) of 8 Ellison Drive, New Windsor, New York, 12553, has made application before the Zoning Board of Appeals for a/an Request for 21 ft. 3 inches Rear Yard Setback for proposed 12' X 24' rear addition on a corner lot at 8 Ellison Drive in an R-4 Zone (23-2-5)**

**WHEREAS, a public hearing was held on July 11, 2005 before the Zoning Board of Appeals at the Town Hall, New Windsor, New York; and**

**WHEREAS, the Applicant appeared on behalf of this Application; and**

**WHEREAS, there were no spectators appearing at the public hearing; and**

**WHEREAS, no one spoke in favor of or in opposition to the Application; and**

**WHEREAS, a decision was made by the Zoning Board of Appeals on the date of the public hearing granting the application; and**

**WHEREAS, the Zoning Board of Appeals of the Town of New Windsor sets forth the following findings in this matter here memorialized in furtherance of its previously made decision in this matter:**

1. The notice of public hearing was duly sent to residents and businesses as prescribed by law and published in The Times Herald Record, also as required by law.
2. The Evidence presented by the Applicant showed that:
  - (a) The property is a residential property located in a neighborhood of residential properties.
  - (b) The applicant seeks to build a twelve foot by twenty-four foot addition to the rear of the existing premises.
  - (c) The house, with the proposed addition, will be similar in size and apperance to other houses in the neighborhood.



- (d) The addition will not be built on top of nor will it interfere with any easements or rights-of-way including, but not limited to, water, sewer and electrical easements.
- (e) The addition will not create the ponding or collection of water or divert the flow of water drainage.

**WHEREAS,** The Zoning Board of Appeals of the Town of New Windsor makes the following conclusions of law here memorialized in furtherance of its previously made decision in this matter:

1. The requested variance(s) will not produce an undesirable change in the character of the neighborhood or create a detriment to nearby properties.
2. There is no other feasible method available to the Applicant that can produce the benefits sought.
3. The variance(s) requested is/are substantial in relation to the Town regulations but, nevertheless, are warranted.
4. The requested variance(s) will not have an adverse effect or impact on the physical or environmental conditions in the neighborhood or zoning district.
5. The difficulty the Applicant faces in conforming to the bulk regulations is/are self-created but, nevertheless, should be allowed.
6. The benefit to the Applicant, if the requested variance(s) is/are granted, outweighs the detriment to the health, safety and welfare of the neighborhood or community.
7. The requested variance(s) are/is appropriate and are/is the minimum variance(s) necessary and adequate to allow the Applicant relief from the requirements of the Zoning Local Law and at the same time preserve and protect the character of the neighborhood and the health, safety and welfare of the community.
8. The interests of justice will be served by allowing the granting of the requested area variance(s).

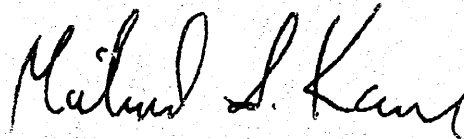
**NOW, THEREFORE, BE IT**

**RESOLVED,** that the Zoning Board of Appeals of the Town of New Windsor GRANT a request for a 21 ft. 3 inches Rear Yard Setback for proposed 12' X 24' rear addition on a corner lot at 8 Ellison Drive in an R-4 Zone (23-2-5) as sought by the Applicant in accordance with plans filed with the Building Inspector and presented at the public hearing.

**BE IT FURTHER**

**RESOLVED**, that the Secretary of the Zoning Board of Appeals of the Town of New Windsor transmit a copy of this decision to the Town Clerk, Town Planning Board and/or Building Inspector and Applicant.

**Dated:** July 11, 2005

A handwritten signature in dark ink, appearing to read "Michael S. Kaur", is written above a horizontal line.

**Chairman**

**OFFICE OF THE BUILDING INSPECTOR  
TOWN OF NEW WINDSOR  
ORANGE COUNTY, NEW YORK**

**NOTICE OF DISAPPROVAL OF BUILDING PERMIT APPLICATION**

**DATE: May 10, 2005**

**APPLICANT: Joseph Milano  
8 Ellison Drive  
New Windsor, NY 12553**

**PLEASE TAKE NOTICE THAT YOUR APPLICATION DATE: 5/6/05**

**FOR : Proposed 12x24ft. rear addion**

**LOCATED AT: 8 Ellison Drive**

**ZONE: R-4 Sec/Blk/ Lot: 23-2-5**

**DESCRIPTION OF EXISTING SITE: Existing one-family house**

**IS DISAPPROVED ON THE FOLLOWING GROUNDS:**

- 1. Proposed 12x24ft. rear addition will not meet minimum 50ft. rear-yard set back. This is a corner lot.**

**COPY**

  
**BUILDING INSPECTOR**

**PERMITTED**

**PROPOSED OR  
AVAILABLE:**

**VARIANCE  
REQUEST:**

**ZONE: R-4    USE:        Bulk Tables G-6**

**MIN LOT AREA:**

**MIN LOT WIDTH:**

**REQ'D FRONT YD:**

**REQ'D SIDE YD:**

**REQ'D TOTAL SIDE TD:**

**REQ'D REAR YD:**

**50"**

**28'9"**

**21'3"**

**REQ'D FRONTAGE:**

**MAX BLDG HT:**

**FLOOR AREA RATIO:**

**MIN LIVABLE AREA:**

**DEV COVERAGE:**

**cc: Z.B.A., APPLICANT, FILE, W/ ATTACHED MAP**

PLEASE ALLOW FIVE TO TEN DAYS TO PROCESS  
IMPORTANT  
YOU MUST CALL FOR ALL REQUIRED INSPECTIONS OF CONSTRUCTION

Other inspections will be made in most cases but those listed below must be made or Certificate of Occupancy may be withheld. Do not mistake an unscheduled inspection for one of those listed below. Unless an inspection report is left on the job indicating approval of one of these inspections it has not been approved and it is improper to continue beyond that point in the work. Any disapproved work must be reinspected after correction.

1. When excavating is complete and footing forms are in place (before pouring.)
2. Foundation inspection. Check here for waterproofing and footing drains.
3. Inspect gravel base under concrete floors and under slab plumbing.
4. When framing, rough plumbing, rough electric and before being covered.
5. Insulation.
6. Final inspection for Certificate of Occupancy. Have on hand electrical inspection data and final certified plot plan. Building is to be completed at this time. Well water test required and engineer's certification letter for septic system required.
7. Driveway inspection must meet approval of Town Highway Superintendent. A driveway bond may be required.
8. \$50.00 charge for any site that calls for the inspection twice.
9. Call 24 hours in advance, with permit number, to schedule inspection.
10. There will be no inspections unless yellow permit card is posted.
11. Sewer permits must be obtained along with building permits for new houses.
12. Septic permit must be submitted with engineer's drawing and perc test.
13. Road opening permits must be obtained from Town Clerk's office.
14. All building permits will need a Certificate of Occupancy or a Certificate of Compliance and there is no fee for this.

RECEIVED

MAY 06 2005

BUILDING DEPARTMENT

FOR OFFICE USE ONLY:

Building Permit #: 2005-341

**AFFIDAVIT OF OWNERSHIP AND/OR CONTRACTOR'S COMP & LIABILITY INSURANCE CERTIFICATE IS REQUIRED BEFORE THE BUILDING PERMIT APPLICATION WILL BE ACCEPTED AND/OR ISSUED**

PLEASE PRINT CLEARLY - FILL OUT ALL INFORMATION WHICH APPLIES TO YOU

Owner of Premises JOSEPH D. + COLLEEN M. MILANO

Address 8 ELISON DRIVE NEW WINDSOR, NY 12553 Phone # 562-0381

Mailing Address SAME

Fax #

Name of Architect RICHARD BAKER

Address 138 MOUNTAIN RD CORWALL ON MOUNTAIN Phone 534-9647

Name of Contractor GORI CONTRACTING NY 12520

Address 53 WAYNE HILL LN MONTICOMERY NY Phone 457-9052

State whether applicant is owner, lessee, agent, architect, engineer or builder OWNER

If applicant is a corporation, signature of duly authorized officer \_\_\_\_\_  
(Name and title of corporate officer)

1. On what street is property located? On the WEST side of ELISON DRIVE  
(N, S, E or W)  
and 200' feet from the intersection of LUSH + ELISON
2. Zone or use district in which premises are situated RESIDENTIAL Is property a flood zone? Y N ☒
3. Tax Map Description: Section 23 Block 2 Lot 5
4. State existing use and occupancy of premises and intended use and occupancy of proposed construction.  
a. Existing use and occupancy RESIDENTIAL b. Intended use and occupancy RESIDENTIAL
5. Nature of work (check if applicable) ☐ New Bldg. ☒ Addition ☐ Alteration ☐ Repair ☐ Removal ☐ Demolition ☐ Other
6. Is this a corner lot? YES
7. Dimensions of entire new construction. Front 24' Rear 24' Depth 12' Height 8' No. of stories 1
8. If dwelling, number of dwelling units: \_\_\_\_\_ Number of dwelling units on each floor \_\_\_\_\_  
Number of bedrooms \_\_\_\_\_ Baths \_\_\_\_\_ Toilets \_\_\_\_\_ Heating Plant: Gas \_\_\_\_\_ Oil \_\_\_\_\_  
Electric/Hot Air \_\_\_\_\_ Hot Water \_\_\_\_\_ If Garage, number of cars \_\_\_\_\_
9. If business, commercial or mixed occupancy, specify nature and extent of each type of use \_\_\_\_\_  
\_\_\_\_\_
10. Estimated cost 15,000.00 Fee \_\_\_\_\_

1 / 1  
date

APPLICATION FOR BUILDING PERMIT  
TOWN OF NEW WINDSOR, ORANGE COUNTY, NEW YORK  
Pursuant to New York State Building Code and Town Ordinances

Building Inspector: Michael L. Babcock  
Asst. Inspectors: Frank Liel & Louis Krychear  
New Windsor Town Hall  
555 Union Avenue  
New Windsor, New York 12553  
(845) 563-4818  
(845) 563-4895 FAX

Bldg Insp Examined \_\_\_\_\_  
Fire Insp Examined \_\_\_\_\_  
Approved \_\_\_\_\_  
Disapproved \_\_\_\_\_  
Permit No. \_\_\_\_\_

INSTRUCTIONS

- A. This application must be completely filled in by typewriter or in ink and submitted to the Building Inspector.
- B. Plot plan showing location of lot and buildings on premises, relationship to adjoining premises or public streets or areas, and giving a detailed description of layout of property must be drawn on the diagram, which is part of this application.
- C. This application must be accompanied by two complete sets of plans showing proposed construction and two complete sets of specifications. Plans and specifications shall describe the nature of the work to be performed, the materials and equipment to be used and installed and details of structural, mechanical and plumbing installations.
- D. The work covered by this application may not be commenced before the issuance of a Building Permit.
- E. Upon approval of this application, the Building Inspector will issue a Building Permit to the applicant together with approved set of plans and specifications. Such permit and approved plans and specifications shall be kept on the premises, available for inspection throughout the progress of the work.
- F. No building shall be occupied or used in whole or in part for any purpose whatever until a Certificate of Occupancy shall have been granted by the Building Inspector.

APPLICATION IS HEREBY MADE to the Building Inspector for the issuance of a Building Permit pursuant to the New York Building Construction Code Ordinances of the Town of New Windsor for the construction of buildings, additions, or alterations, or for removal or demolition or use of property as herein described. The applicant agrees to comply with all applicable laws, ordinances, regulations and certifies that he is the owner or agent of all that certain lot, piece or parcel of land and/or building described in this application and if not the owner, that he has been duly and properly authorized to make this application and to assume responsibility for the owner in connection with this application.

  
(Signature of Applicant)

3 ELUSON DR NEW WINDSOR, NY 12557  
(Address of Applicant)

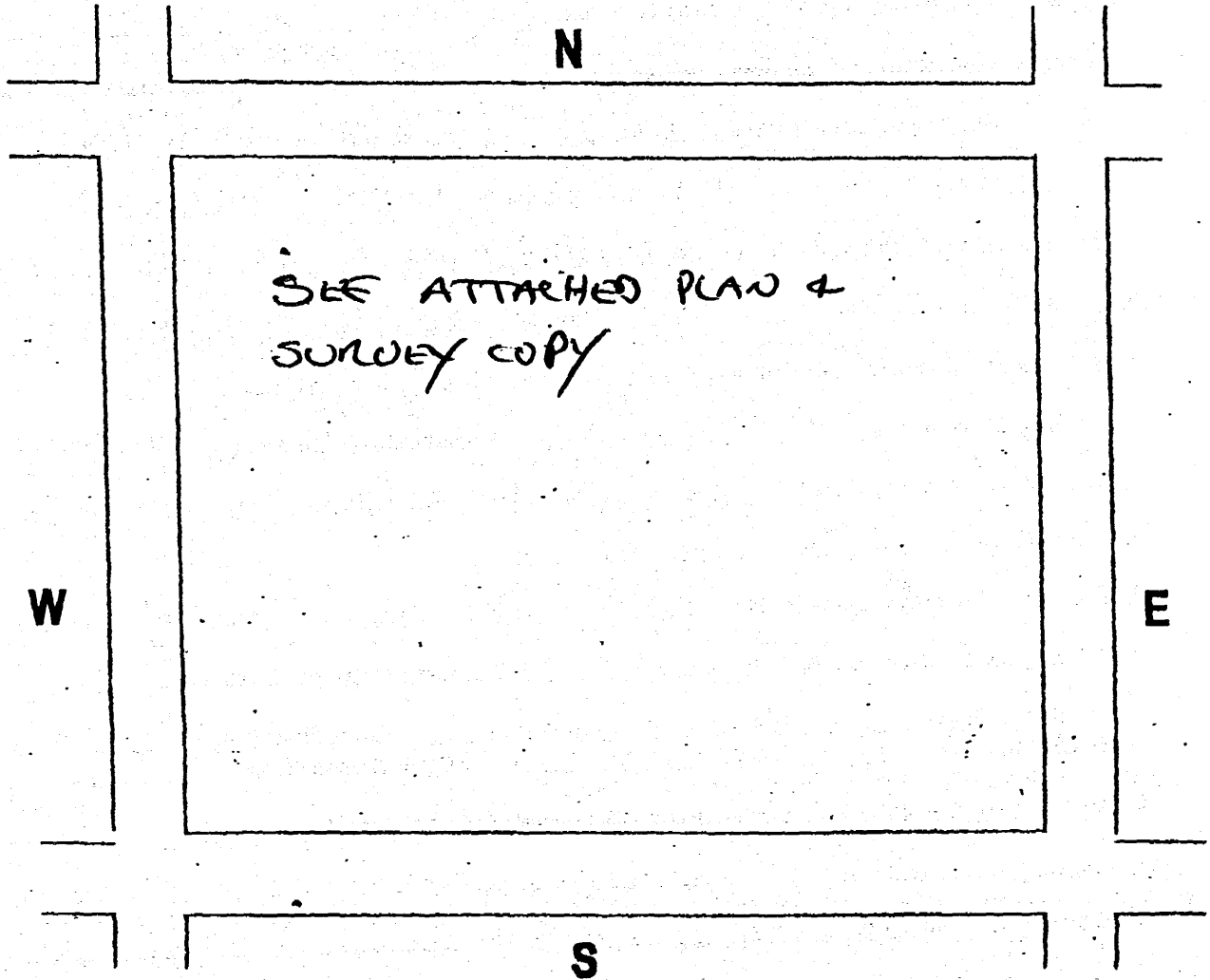
  
(Owner's Signature)

SAME

**PLOT PLAN**

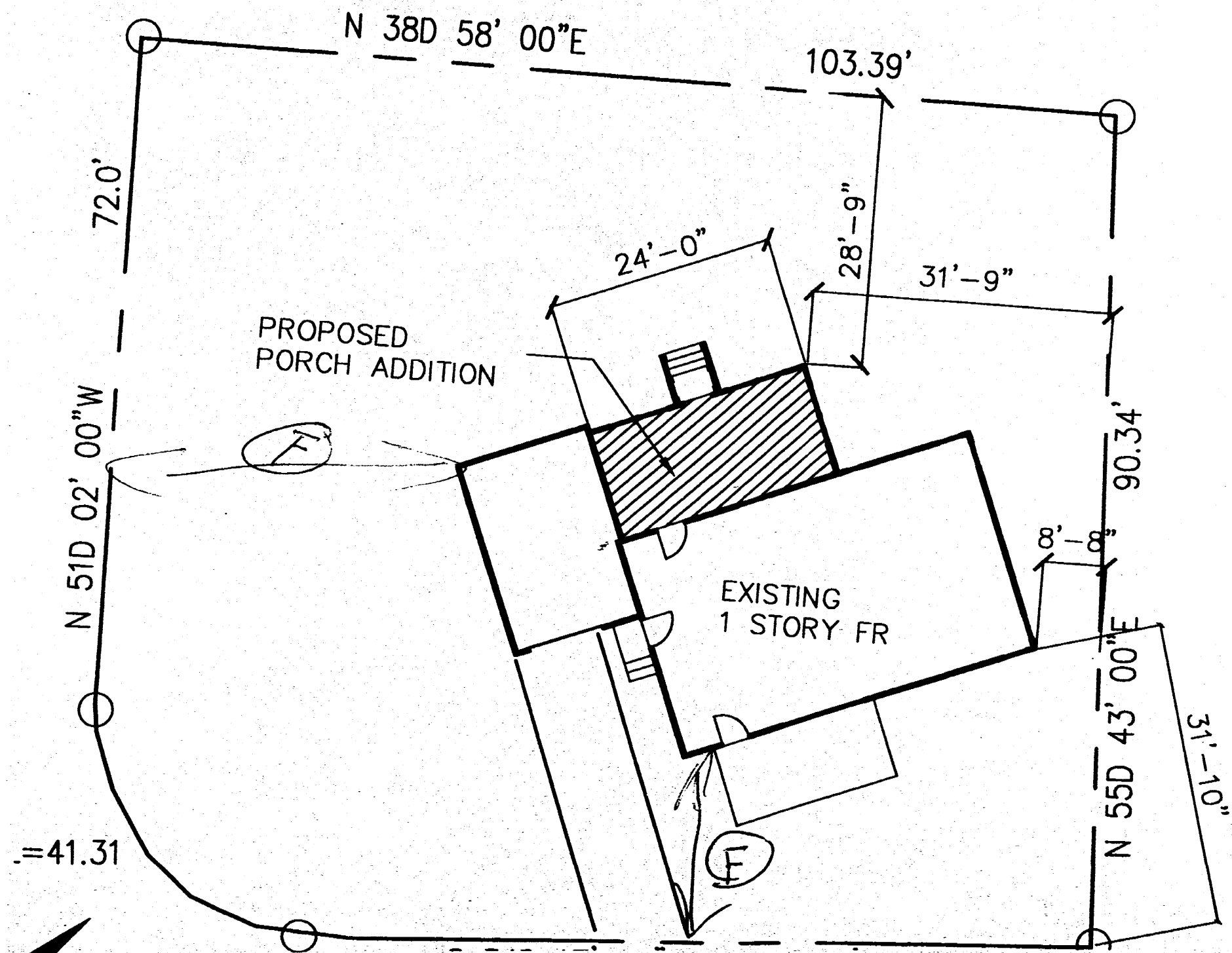
**NOTE:**

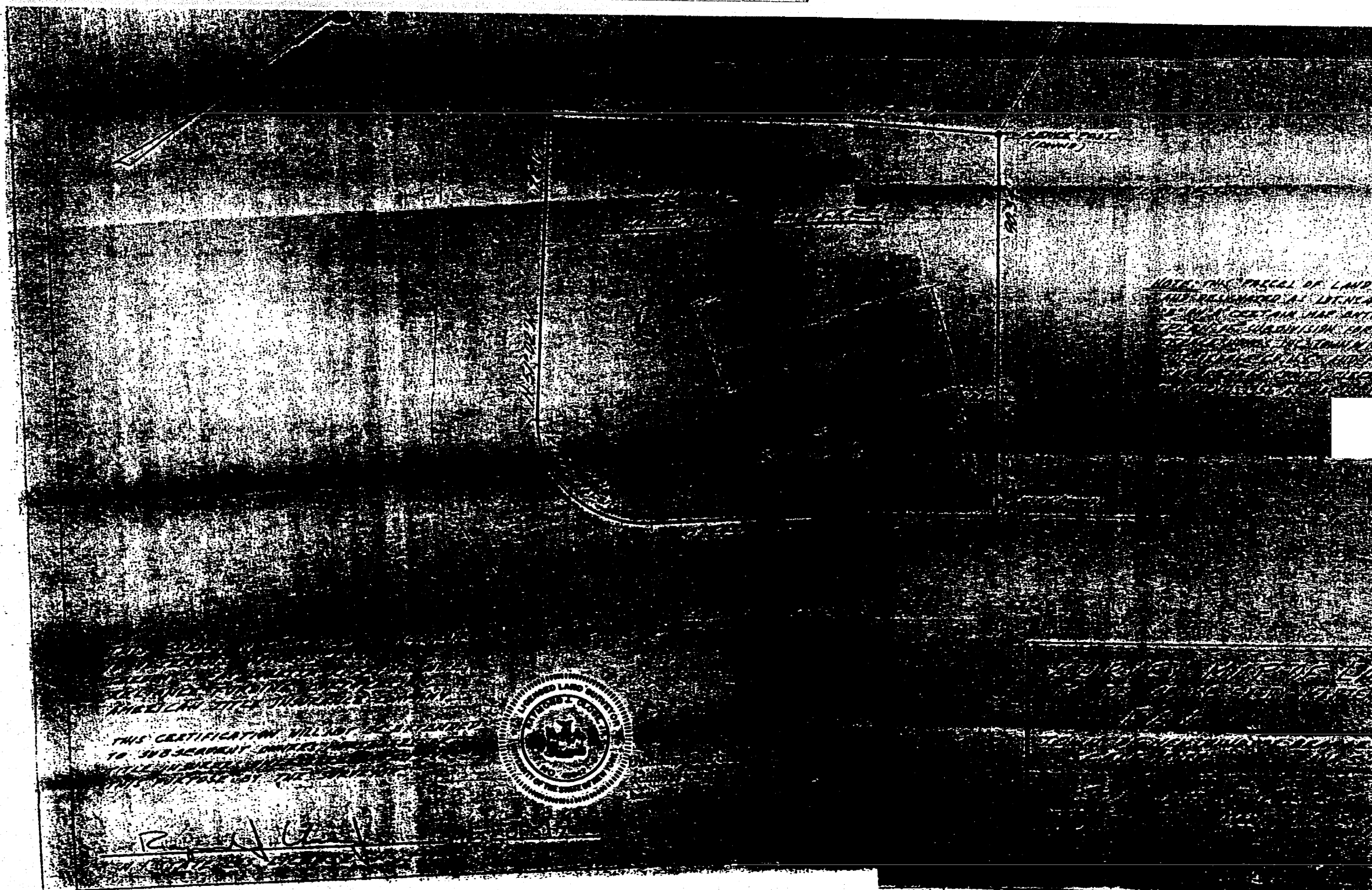
Locate all buildings and indicate all set back dimensions. Applicant must indicate the building line or lines clearly and distinctly on the drawings.





Proposed Por  
Joseph  
8 Ellison  
New Windsor, N





ADJUTANT GENERAL  
(1891)

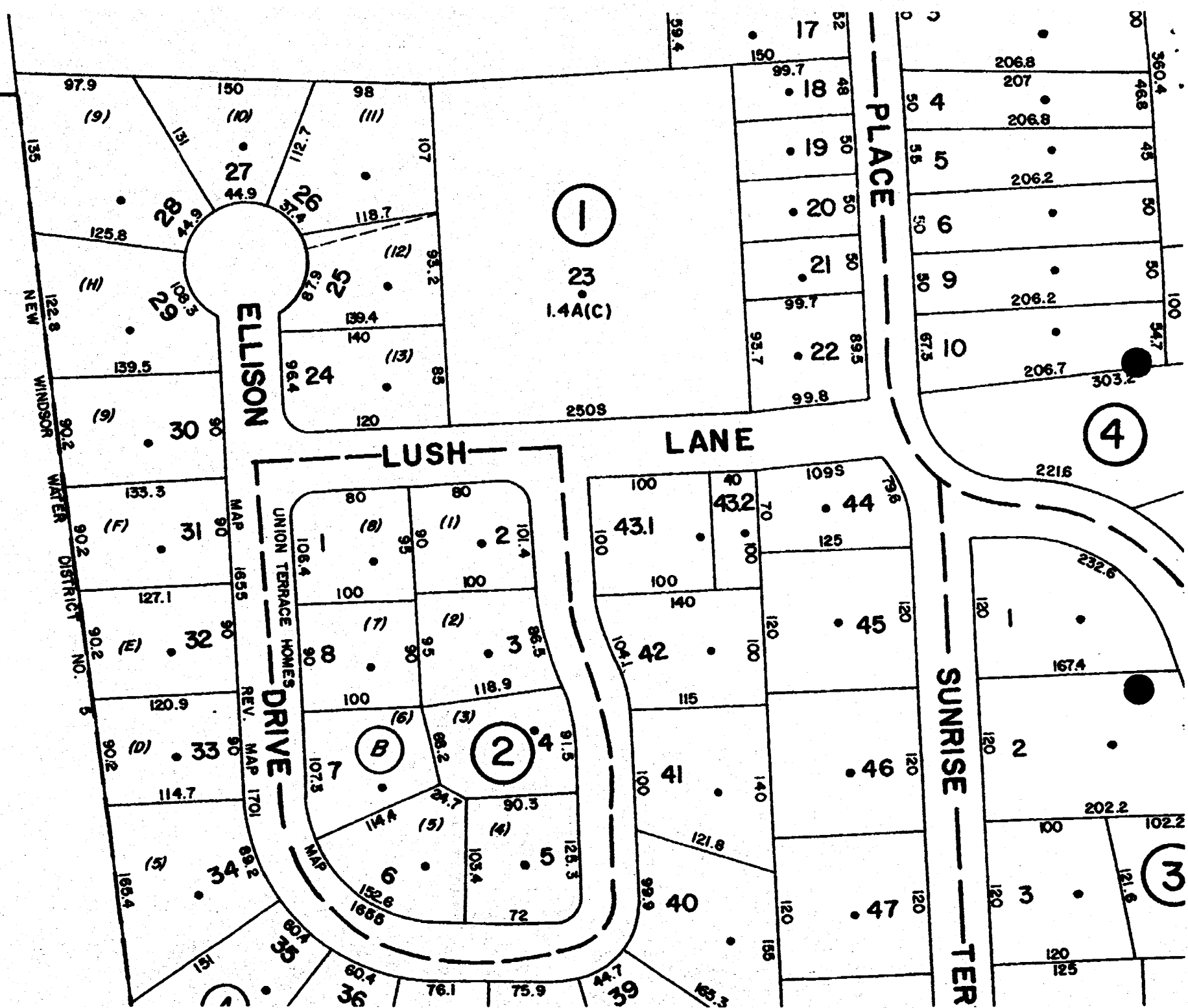
NOTE: THIS PLOT OF LAND IS  
RESERVED AS A SITE FOR  
A CERTAIN MAP UNIT  
TO BE SUBMITTED FOR  
THE PURPOSE OF THE  
LAND SURVEY

THIS CERTIFICATION WILL NOT BE VALID  
TO SUBSEQUENT CERTIFICATIONS  
UNLESS THE SURVEYOR  
HAS BEEN BY THE SURVEYOR



R. A. [Signature]

**PREVIOUS  
DOCUMENT  
IN POOR  
ORIGINAL  
CONDITION**



**TOWN OF NEW WINDSOR  
ZONING BOARD OF APPEALS  
OFFICE  
845-563-4615**

**MEMORANDUM**

**TO: LARRY REIS, COMPTROLLER**  
**FROM: MYRA MASON, SECRETARY TO THE ZONING BOARD**  
**DATE: AUGUST 24, 2005**  
**SUBJECT: ESCROW REFUND**

**PLEASE ISSUE A CHECK IN THE AMOUNT OF \$ 150.25 TO CLOSE OUT  
ESCROW FOR:**

**ZBA FILE #05-32**

**NAME & ADDRESS:**

**Joseph Milano  
8 Ellison Drive  
New Windsor, NY 12553**

**THANK YOU,**

**MYRA**

**L.R.8-24-05**



**TOWN OF NEW WINDSOR**  
**ZONING BOARD OF APPEALS**  
**RECORD OF CHARGES & PAYMENTS**



FILE #05-32      TYPE:AREA      TELEPHONE: 562-0381

**APPLICANT:**

Joseph Milano  
8 Ellison Drive  
New Windsor, NY 12553

RESIDENTIAL:	\$ 50.00	CHECK # <u>1533</u>
COMMERCIAL	\$ 150.00	CHECK # _____
INTERPRETATION	\$ 150.00	CHECK # _____

ESCROW:      RESIDENTIAL \$300.00      CHECK # 1532



<u>DISBURSEMENTS:</u>	<u>MINUTES</u>	<u>ATTORNEY</u>
	<u>\$5.50 / PAGE</u>	<u>FEE</u>

PRELIMINARY:	<u>3</u>	PAGES	\$ <u>16.50</u>	\$ <u>35.00</u>
2 <sup>ND</sup> PRELIMINARY:	—	PAGES	\$ _____	\$ _____
PUBLIC HEARING:	<u>3</u>	PAGES	\$ <u>16.50</u>	\$ <u>35.00</u>
PUBLIC HEARING:	—	PAGES	\$ _____	\$ _____

LEGAL AD: Publish Date:06-22-05      \$ 46.75

TOTAL:	\$ <u>79.75</u>	\$ <u>70.00</u>
--------	-----------------	-----------------



ESCROW POSTED:      \$ 300.00  
LESS: DISBURSEMENTS:      \$ 149.75

AMOUNT DUE:      \$ \_\_\_\_\_

REFUND DUE:      \$ 150.25

Cc:

L.R. 8-24-05

JOSEPH MILANO (05-32)

Mr. Joseph Milano appeared before the board for this proposal.

MR. REIS: Request for 21 ft. 3 inches rear yard setback for proposed 12' x 24' rear addition on a corner lot at 8 Ellison Drive. Mr. Milano, tell us what you want to do, sir.

MR. MILANO: I'd like to build a 12 x 24 foot rear addition up against the back of the house right along the back of the house and connected to the garage.

MR. REIS: Nice photos, tells a nice story, thank you, sir. To accomplish this, are you going to have to cut down any major vegetation?

MR. MILANO: No.

MR. REIS: If this is acceptable to the board, would this create a larger structure or dwelling much larger than your neighbors in the community?

MR. MILANO: No, in fact, I'm like the only one that doesn't have it.

MR. REIS: Is there going to be access from your addition to the garage as well?

MR. MILANO: No.

MR. REIS: You're not going to be going over any utility easements, right-of-ways?

MR. MILANO: No.

MR. REIS: Folks have any questions? You have municipal services here, don't you?

MR. MILANO: Yes.

MR. REIS: You wouldn't be creating any runoffs or anything like that?

MR. MILANO: No.

MS. LOCEY: The addition is in the rear of the building, it wouldn't impede anyone's vision driving by?

MR. MILANO: No, the garage is actually there already, it's from the access on Ellison Drive you can only see the garage, wouldn't even be able to see the addition.

MS. GANN: Would there be an entrance in the back somehow that is there an entrance just in the back of the house onto some kind of a deck or something?

MR. MILANO: There's a doorway from my kitchen that will go into this addition.

MS. GANN: But off the addition there won't be anything?

MR. MILANO: There will be a doorway from the middle of the addition to the back yard.

MS. GANN: Okay.

MR. REIS: We'll open it up to the public, anyone here wishing to speak for this or opposed to it? Seeing nobody, we'll close the public hearing and ask Myra how many mailings.

MS. MASON: On June 27, I mailed out 59 envelopes and had no response.

MR. REIS: Any other questions? Can I hear a motion?



MS. GANN: I'd like to offer a motion that we grant Joseph Milano's application for the request for 20 foot three inches rear yard setback for proposed 12 foot by 24 rear addition in the corner lot at 8 Ellison Drive in an R-4 zone.

MS. GANN: I'll second that motion.

ROLL CALL

MR. BROWN	AYE
MS. GANN	AYE
MS. LOCEY	AYE
MR. REIS	AYE

JOSEPH MILANO (05-32)

MR. KANE: Request for 21 ft. 3 inches rear yard setback for proposed 12' x 24' rear addition on a corner lot.

Mr. Joseph Milano appeared before the board for this proposal.

MR. KANE: Tell us what you want to do, sir.

MR. MILANO: I'd like to build a three season room on the back of my house where the house and the garage form an L, not quite as far as the garage that's already there and the variance to build that.

MR. KANE: Is he here cause it's a corner lot? Looks like they're--

MR. BABCOCK: He's here for a rear yard variance actually, it's for the rear yard, Mr. Chairman.

MR. KANE: Okay, cutting down any trees or substantial vegetation in the building of this addition?

MR. MILANO: No.

MR. KANE: Create any water hazards or runoffs?

MR. MILANO: No.

MR. KANE: And without the deck there, you would consider it a safety hazard to go out the door on the back of your house?

MR. MILANO: Correct.

MR. KANE: Home on Town water and sewer?

MR. MILANO: Yes.

MR. KANE: So no easements in the area?

MR. MILANO: No.

MR. KANE: What's the approximate size of that, sir?

MR. MILANO: 12 x 24.

MR. KANE: Do you consider that normal size for a deck or an addition in your neighborhood?

MR. MILANO: Yes.

MR. KANE: Not overly big?

MR. MILANO: No.

MR. KANE: I have no further questions at this time.

MS. LOCEY: We don't have the correct address on the agenda.

MR. MILANO: It's, it came to my house at 8 Ellison Drive, it says for to discuss a variance at 7 Ellison Drive in the bottom of the letter so the address is wrong.

MS. MASON: Should be 8.

MR. KANE: So it's right on the application so we're okay there.

MS. MASON: Should be 8 Ellison Drive.

MR. REIS: Accept a motion?

MR. KANE: Yes, I will.

MR. REIS: I'll make a motion that we set Mr. Milano up

for a public hearing for a request for 21 foot 3 inch rear yard setback for proposed 12 x 24 rear addition on corner lot in an R-4 zone.

MS. GANN: Second the motion.

ROLL CALL

MS. GANN	AYE
MS. LOCEY	AYE
MR. BROWN	AYE
MR. REIS	AYE
MR. KANE	AYE

ZBA # 05-32 application fee

**Town of New Windsor**  
555 Union Avenue  
New Windsor, NY 12553  
(845) 563-4611

**RECEIPT**  
**#496-2005**

06/06/2005

Milano, Colleen  
8 Ellison Drive  
New Windsor, NY 12553

Received \$ 50.00 for Zoning Board Fees, on 06/06/2005. Thank you for stopping by the Town Clerk's office.

As always, it is our pleasure to serve you.

Deborah Green  
Town Clerk

**Town of New Windsor**  
Zoning Board of Appeals

**PUBLIC HEARING NOTICE**

PLEASE TAKE NOTICE that the Zoning Board of Appeals of the TOWN OF NEW WINDSOR, New York, will hold a Public Hearing on the following Proposition:

Appeal No. 05-32  
Request of Joseph Milano  
for a VARIANCE of the Zoning Local Law to Permit  
Request for 21 ft. Stitches Rear Yard Setback for proposed  
12' x 24' rear addition on a corner lot at 8 Ellison Drive in  
an R-4 Zone (23-2-5)

PUBLIC HEARING will take place on July 11th,  
2005 at the New Windsor Town Hall, 555 Union Avenue,  
New Windsor, New York beginning at 7:30 P.M.

**MICHAEL KANE**  
CHAIRMAN

**Ad Number: 1771428 Advertiser: NEW WINDSOR, TOWN**

Phone: 8455634615 Sys No: 1194114 Caller: MYRA

**INVOICING CUSTOMER:**

Phone: 8455634615 Sys No: 1194114 AcctNo: P.O. No:

Name: NEW WINDSOR, TOWN Subscriber:

Address: ZONING AND PLANNING

555 UNION AVENUE

NEW WINDSOR NY 12553

**ORDER:**

Printed By: THRGALWSK Date: 06/22/2005 Assigned Sales: TownofNewWindsor ZoningBoardofAppeals AdType: LINER Order Type: NORMAL

Manual Delay: Box No: Call Back: Y

**NOTES:**

Change Reason:

**INSERTION:**

Product: THH Paper: TH Class: 999X; LEGAL BILLING

Schedule: Start Date - 06/28/2005 End Date - 06/28/2005

Sort: TOWN OF NEW WINDSOR ZONING BOARD OF APPEA

**PRODUCTION:**

Text Size: 2 x 25.00 ProdType: ENTERPRISE ColorNo: 0 Colors:

Tearsheets: 1 Proofs: 0 Affidavits: 1 Alt Addr: N

**PRICING:**

Price: 46.75 Payment Method: BI Amount Paid: 0 Amount Owed: 46.75

PriceMethod: 0 (0=Normal, 1=User Net, 2=System Guess) Rate Code: LEL

For fields listed below 0 = NO 1 = YES

Till Forbid: 0 Mult. Content: 0

# TIMES HERALD-RECORD

40 Mulberry Street, Middletown, NY 10940

State of New York:

County of Orange: ss:

**Patricia Foddrill**

Being duly sworn deposes and says that the ORANGE COUNTY PUBLICATIONS Division of Ottaway Newspapers-Radio, Inc. is a corporation organized under the laws of the State of New York and is, at all the times hereinafter mentioned, was the printer and publisher of The Times Herald-Record, a daily newspaper distributed in the Orange, Ulster, Rockland, Dutchess, Pike, PA, Delaware and Sullivan Counties, published in the English language in the City of Middletown, County of Orange, State of New York, that deponent is the

**Legal Advertising Rep.**

of said The Times Herald-Record acquainted with the facts hereinafter stated, and duly authorized by said Corporation to make this affidavit; that the

**Public Notice**

a true printed copy of which is hereunto annexed, has been duly and regularly published in the manner required by law in said The Times Herald-Record in each of its issues published upon each of the following dates, to wit: In its issues of

6/28/05

Signature of Representative:

Sworn in before me this 1

Day of July 2005

Gretchen Pina Breedy  
Notary Public, Orange County

GRETCHEN PINA BREEDY  
NOTARY PUBLIC FOR THE STATE  
OF NEW YORK, ORANGE COUNTY  
OATH / SIGNATURE IS ON FILE  
COMMISSION EXPIRES 11/29/2005

**TOWN OF NEW WINDSOR**  
**ZONING BOARD OF APPEALS**

**RECEIPT OF ESCROW RECEIVED:**

DATE RECEIVED: 06-03-2005

FOR: 05-32 ESCROW

FROM:

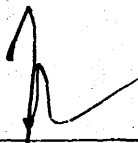
**Joseph Milano**  
**8 Ellison Drive**  
**New Windsor, NY 12553**

CHECK NUMBER: 1532

TELEPHONE: 562-0381

AMOUNT: 300.00

RECEIVED AT COMPTROLLER'S OFFICE BY:

  
\_\_\_\_\_  
NAME

  
\_\_\_\_\_  
DATE

PLEASE RETURN ONE SIGNED COPY TO MYRA FOR FILING

THANK YOU





RESULTS OF Z.B.A. MEETING OF: July 11, 2015

PROJECT: Joseph Milano ZBA # 05-32  
P.B.#

**P.B.#** \_\_\_\_\_

**USE VARIANCE:**      **NEED: EAF** \_\_\_\_\_ **PROXY** \_\_\_\_\_

LEAD AGENCY: M)\_\_\_\_\_S)\_\_\_\_\_ VOTE: A\_\_\_\_\_N\_\_\_\_\_

GANN \_\_\_\_\_  
LOCEY \_\_\_\_\_  
BROWN \_\_\_\_\_  
MCDONALD \_\_\_\_\_  
REIS \_\_\_\_\_  
KANE \_\_\_\_\_

CARRIED: Y \_\_\_\_\_ N \_\_\_\_\_

**PUBLIC HEARING: M)\_\_\_\_\_ S)\_\_\_\_\_ VOTE: A\_\_\_\_\_ N\_\_\_\_\_**

GANN \_\_\_\_\_  
LOCEY \_\_\_\_\_  
BROWN \_\_\_\_\_  
MCDONALD \_\_\_\_\_ CARRIED: Y \_\_\_\_\_ N \_\_\_\_\_  
REIS \_\_\_\_\_  
KANE \_\_\_\_\_

NEGATIVE DEC: M) \_\_\_\_\_ S) \_\_\_\_\_ VOTE: A \_\_\_\_\_ N \_\_\_\_\_

GANN \_\_\_\_\_  
LOCEY \_\_\_\_\_  
BROWN \_\_\_\_\_  
MCDONALD \_\_\_\_\_ CARRIED: Y \_\_\_\_\_ N \_\_\_\_\_  
REIS \_\_\_\_\_  
KANE \_\_\_\_\_

**APPROVED:** M)\_\_\_\_S)\_\_\_\_ VOTE: A\_\_\_\_N\_\_\_\_

GANN \_\_\_\_\_  
LOCEY \_\_\_\_\_  
BROWN \_\_\_\_\_  
MCDONALD \_\_\_\_\_ CARRIED: Y \_\_\_\_\_ N \_\_\_\_\_  
REIS \_\_\_\_\_  
KANE \_\_\_\_\_

**ALL VARIANCES - PRELIMINARY APPEARANCE:**

**SCHEDULE PUBLIC HEARING:** M)\_\_\_ S)\_\_\_ VOTE: A\_\_\_ N\_\_\_

GANN \_\_\_\_\_  
LOCEY \_\_\_\_\_  
BROWN \_\_\_\_\_  
MCDONALD \_\_\_\_\_  
REIS \_\_\_\_\_  
KANE \_\_\_\_\_

CARRIED: Y \_\_\_\_\_ N \_\_\_\_\_

**PUBLIC HEARING: STATEMENT OF MAILING READ INTO MINUTES ✓**

VARIANCE APPROVED: M) G S) L VOTE: A 4 N 0

GANN	<u>A</u>
LOCEY	<u>A</u>
BROWN	<u>A</u>
MCDONALD	
REIS	<u>A</u>
KANE	

**CARRIED: Y ✓ N     .**

[illegible]

**JENNIFER MEAD**  
**Notary Public, State Of New York**  
**No. 01ME6050024**  
**Qualified In Orange County**  
**Commission Expires 10/30/2006**



# Town of New Windsor

555 Union Avenue  
New Windsor, New York 12553  
Telephone: (845) 563-4631  
Fax: (845) 563-3101

## Assessors Office

June 17, 2005

Joseph Milano  
8 Ellison Drive  
New Windsor, NY 12553

Re: 23-2-5 ZBA#: 05-32 (59)

Dear Mr. Milano:

According to our records, the attached list of property owners are within five hundred (500) feet of the above referenced property.

The charge for this service is \$75.00, minus your deposit of \$25.00.

Please remit the balance of \$50.00 to the Town Clerk's Office.

Sincerely,

J. Todd Wile, IAO  
Sole Assessor

JTW/tmp  
Attachments

CC: Myra Mason, Zoning Board

**Section 84**

Squire Village Condo Assoc.  
c/o All Gem Properties, Inc.  
One #1 On The Green  
New Windsor, NY 12553

23-1-22

Joan Polkowski  
14 Martha's Way  
Washingtonville, NY 10992

23-1-25

Vincent & Linda DiGiacomo  
28 Ellison Drive  
New Windsor, NY 12553

23-1-30

William & Dorothy Masten  
29 Ellison Drive  
New Windsor, NY 12553

23-1-33

Barbara Colandrea  
23 Ellison Drive  
New Windsor, NY 12553

23-1-36

Robert Kennedy  
17 Ellison Drive  
New Windsor, NY 12553

23-1-39

Edward & Janet Palumbo  
11 Ellison Drive  
New Windsor, NY 12553

23-1-42

Michael Clark  
5 Ellison Drive  
New Windsor, NY 12553

23-1-44

Michael Itskovich  
4 Sunrise Terrace  
New Windsor, NY 12553

23-1-47

Charles & Gail O'Mara  
10 Sunrise Terrace  
New Windsor, NY 12553

23-1-20

James & Jeanette Peterson  
18 St Joseph's Place  
New Windsor, NY 12553

23-1-23

James & Cathy Brannigan  
8 Lush Lane  
New Windsor, NY 12553

23-1-26

Lloyd & Marilyn St. John  
P.O. Box 4062  
New Windsor, NY 12553

23-1-31

William & Marion Noller  
27 Ellison Drive  
New Windsor, NY 12553

23-1-34

Loretta & Joseph Corbett, Sr.  
21 Ellison Drive  
New Windsor, NY 12553

23-1-37

Chris Lauritano  
Cheryl-Ann Corbett  
15 Ellison Drive  
New Windsor, NY 12553

23-1-40

Michael & Linda McHugh  
9 Ellison Drive  
New Windsor, NY 12553

23-1-43.1

John McCormick  
3 Ellison Drive  
New Windsor, NY 12553

23-1-45

Arlene Hekl  
6 Sunrise Terrace  
New Windsor, NY 12553

23-1-48

Amparo Palacio  
12 Sunrise Terrace  
New Windsor, NY 12553

23-1-21

Bruce Feldman  
20 St. Joseph Place  
New Windsor, NY 12553

23-1-24

Peter & Deborah Weisenberg  
26 Ellison Drive  
New Windsor, NY 12553

23-1-29

Michelle Kissel  
Heather Sansbury  
31 Ellison Drive  
New Windsor, NY 12553

23-1-32

Peter Chomanczuk  
Jennifer Moores  
25 Ellison Drive  
New Windsor, NY 12553

23-1-35

Michael & Nancy Bowman  
19 Ellison Drive  
New Windsor, NY 12553

23-1-38

Joseph & Barbara Dearborn  
13 Ellison Drive  
New Windsor, NY 12553

23-1-41

Ronald & Virginia Travaglione  
19 Foxwood Drive  
Newburgh, NY 12550

23-1-43.2

County of Orange  
255-275 Main Street  
Goshen, NY 10924

23-1-46 & 23-3-7.1

Pamela Armel  
13 Sunrise Terrace  
New Windsor, NY 12553

23-1-49

Sheldon & Michele Stowe  
14 Sunrise Terrace  
New Windsor, NY 12553

23-1-51  
Donald & Joan Brown  
43 Cedar Lane  
New Windsor, NY 12553

23-2-3  
Robert & Virginia Irons  
4 Ellison Drive  
New Windsor, NY 12553

23-2-7  
Theodore & Beverly Hughes  
18 Ellison Drive  
New Windsor, NY 12553

23-3-2  
Richard & Eleanor Bouton  
P.O. Box 356  
Cornwall-On-Hudson, NY 12520

23-3-5  
Janet Nelson  
10 Valley View Drive  
New Windsor, NY 12553

23-4-9  
Gerard Kucker  
19 St. Joseph's Place  
New Windsor, NY 12553

27-2-6.1  
Michael & Kelly Olivencia  
23 Farmstead Road  
New Windsor, NY 12553

27-3-2  
Edwn Montedeoca  
Nelida Roman Montedeoca  
24 Barclay Road  
New Windsor, NY 12553

27-3-5  
Elaine Dominguez  
Ashley Perdomo  
18 Barclay Road  
New Windsor, NY 12553

27-4-10  
Daniele Vernon  
21 Barclay Road  
New Windsor, NY 12553

23-2-1  
Daniel & Diane Nanni  
9 Lush Lane  
New Windsor, NY 12553

23-2-4  
Frederick & Arlene Borath  
6 Ellison Drive  
New Windsor, NY 12553

23-2-8  
John & Lorraine Kolb  
20 Ellison Drive  
New Windsor, NY 12553

23-3-3  
Howard Silkworth  
Donna Riccio  
9 Sunrise Terrace  
New Windsor, NY 12553

23-3-6  
Alfred & Pauline Cavallari  
11 Sunrise Terrace  
New Windsor, NY 12553

23-4-10  
Joseph & Donna Pallazzo  
21 St. Joseph's Place  
New Windsor, NY 12553

27-2-6.2  
Robert & Denise Morgan  
21 Farmstead Road  
New Windsor, NY 12553

27-3-3  
Herbert & Verna Arnold  
22 Barclay Road  
New Windsor, NY 12553

27-3-6  
Gary & Debra Williams  
16 Barclay Road  
New Windsor, NY 12553

27-4-11  
Frank Volpe, Jr.  
17 Barclay Road  
New Windsor, NY 12553

23-2-2  
Virginia Treshman Quinn  
7 Lush Lane  
New Windsor, NY 12553

23-2-6  
Mary Angelone  
14 Ellison Drive  
New Windsor, NY 12553

23-3-1  
Mildred Doyle  
Gary Rank  
5 Sunrise Terrace  
New Windsor, NY 12553

23-3-4  
Timothy & Rosemarie Griffin  
8 Valley View Drive  
New Windsor, NY 12553

23-3-7.2  
Marc Solomon  
12 Valley View Drive  
New Windsor, NY 12553

23-4-11  
Calvin & Virginia Evans  
1 Valley View Drive  
New Windsor, NY 12553

27-3-1  
Frank & Katalin Tramontano  
26 Barclay Road  
New Windsor, NY 12553

27-3-4  
Helen Brandt  
20 Barclay Road  
New Windsor, NY 12553

27-4-9  
Margaret Coloni  
Han Maeng  
14 Farmstead Road  
New Windsor, NY 12553

**PUBLIC HEARING NOTICE**  
**ZONING BOARD OF APPEALS**  
**TOWN OF NEW WINDSOR**

**PLEASE TAKE NOTICE** that the Zoning Board of Appeals of the TOWN OF NEW WINDSOR, New York, will hold a Public Hearing on the following Proposition:

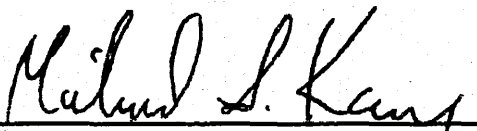
**Appeal No. 05-32**

**Request of JOSEPH MILANO**

**for a VARIANCE of the Zoning Local Law to Permit:**

**Request for 21 ft. 3 inches Rear Yard Setback for proposed 12' X 24' rear addition on a corner lot at 8 Ellison Drive in an R-4 Zone (23-2-5)**

**PUBLIC HEARING will take place on JULY 11<sup>TH</sup>, 2005  
at the New Windsor Town Hall, 555 Union Avenue, New Windsor, New York  
beginning at 7:30 P.M.**

  
\_\_\_\_\_  
**Michael Kane, Chairman**



# Town of New Windsor

555 Union Avenue  
New Windsor, New York 12553  
Telephone: (845) 563-4615  
Fax: (845) 563-4689

## ZONING BOARD OF APPEALS

June 27, 2005

Joseph Milano  
8 Ellison Drive  
New Windsor, NY 12553

SUBJECT: REQUEST FOR VARIANCE #05-32

Dear Mr. Milano:

This is just to let you know your Notices for Public Hearing were mailed out and the notice was also sent to The Times Herald Record Newspaper for publication. **PLEASE NOTE: The charge for publication in the Times Herald Record will be deducted from your escrow that was posted with your application papers.**

Your Public Hearing before the Zoning Board of Appeals for your requested variance at:

8 Ellison Drive  
New Windsor, NY

is scheduled for the July 11, 2005 agenda.

This meeting starts at 7:30 p.m. and is held in the Town Meeting Room at Town Hall. If you have any questions or concerns in this matter, please feel free to contact me.

Very truly yours,

---

Myra Mason, Secretary  
Zoning Board of Appeals

MLM:mlm



RESULTS OF Z.B.A. MEETING OF: June 13, 2005

PROJECT: Joseph Milano

ZBA # 05-32

P.B.# \_\_\_\_\_

USE VARIANCE: \_\_\_\_\_ NEED: EAF \_\_\_\_\_ PROXY \_\_\_\_\_



LEAD AGENCY: M) \_\_\_\_\_ S) \_\_\_\_\_ VOTE: A \_\_\_\_\_ N \_\_\_\_\_

GANN \_\_\_\_\_  
LOCEY \_\_\_\_\_  
BROWN \_\_\_\_\_  
MCDONALD \_\_\_\_\_  
REIS \_\_\_\_\_  
KANE \_\_\_\_\_  
CARRIED: Y \_\_\_\_\_ N \_\_\_\_\_

PUBLIC HEARING: M) \_\_\_\_\_ S) \_\_\_\_\_ VOTE: A \_\_\_\_\_ N \_\_\_\_\_

GANN \_\_\_\_\_  
LOCEY \_\_\_\_\_  
BROWN \_\_\_\_\_  
MCDONALD \_\_\_\_\_  
REIS \_\_\_\_\_  
KANE \_\_\_\_\_  
CARRIED: Y \_\_\_\_\_ N \_\_\_\_\_

NEGATIVE DEC: M) \_\_\_\_\_ S) \_\_\_\_\_ VOTE: A \_\_\_\_\_ N \_\_\_\_\_

GANN \_\_\_\_\_  
LOCEY \_\_\_\_\_  
BROWN \_\_\_\_\_  
MCDONALD \_\_\_\_\_  
REIS \_\_\_\_\_  
KANE \_\_\_\_\_  
CARRIED: Y \_\_\_\_\_ N \_\_\_\_\_

APPROVED: M) \_\_\_\_\_ S) \_\_\_\_\_ VOTE: A \_\_\_\_\_ N \_\_\_\_\_

GANN \_\_\_\_\_  
LOCEY \_\_\_\_\_  
BROWN \_\_\_\_\_  
MCDONALD \_\_\_\_\_  
REIS \_\_\_\_\_  
KANE \_\_\_\_\_  
CARRIED: Y \_\_\_\_\_ N \_\_\_\_\_

**ALL VARIANCES - PRELIMINARY APPEARANCE:**

SCHEDULE PUBLIC HEARING: M) RS S) G VOTE: A 5 N 0

GANN A  
LOCEY A  
BROWN A  
~~MCDONALD~~  
REIS A  
KANE A

CARRIED: Y ✓ N \_\_\_\_\_

PUBLIC HEARING: \_\_\_\_\_ STATEMENT OF MAILING READ INTO MINUTES \_\_\_\_\_

VARIANCE APPROVED: M) \_\_\_\_\_ S) \_\_\_\_\_ VOTE: A \_\_\_\_\_ N \_\_\_\_\_

GANN \_\_\_\_\_  
LOCEY \_\_\_\_\_  
BROWN \_\_\_\_\_  
MC DONALD \_\_\_\_\_  
REIS \_\_\_\_\_  
KANE \_\_\_\_\_

CARRIED: Y \_\_\_\_\_ N \_\_\_\_\_

No enclosures

Add Address



# **TOWN OF NEW WINDSOR**

## **REQUEST FOR NOTIFICATION LIST**

DATE: 06-03-05 PROJECT NUMBER: ZBA# 05-32 P.B. # \_\_\_\_\_

APPLICANT NAME: JOSEPH MILANO

PERSON TO NOTIFY TO PICK UP LIST:

**JOSEPH MILANO**  
**8 ELLISON DRIVE**  
**NEW WINDSOR, NY**

TELEPHONE: 562-0381

TAX MAP NUMBER:	SEC. <u>23</u>	B LOCK <u>2</u>	LOT <u>5</u>
	SEC. _____	BLOCK _____	LOT _____
	SEC. _____	B LOCK _____	LOT _____

PROPERTY LOCATION: **8 ELLISON DRIVE**  
**NEW WINDSOR**

THIS LIST IS BEING REQUESTED BY:

NEW WINDSOR PLANNING BOARD: \_\_\_\_\_

SITE PLAN OR SUBDIVISION: (ABUTTING AND ACROSS ANY STREET) \_\_\_\_\_

SPECIAL PERMIT ONLY: (ANYONE WITHIN 500 FEET) \_\_\_\_\_

AGRICULTURAL DISTRICT:  
 (ANYONE WITHIN THE AG DISTRICT WHICH IS WITHIN 500'  
 OF SITE PLAN OR SUBDIVISION PROJECT) \_\_\_\_\_

❖ ❖

NEW WINDSOR ZONING BOARD XXX

LIST WILL CONSIST OF ALL PROPERTY WITHIN 500 FEET OF PROJECT XXX

❖ ❖

AMOUNT OF DEPOSIT: 25.00 CHECK NUMBER: 1534

TOTAL CHARGES: \_\_\_\_\_



# **Town of New Windsor**

**555 Union Avenue  
New Windsor, New York 12553  
Telephone: (845) 563-4615  
Fax: (845) 563-4689**

## **ZONING BOARD OF APPEALS**

**June 3, 2005**

**Joseph Milano  
8 Ellison Drive  
New Windsor, NY 12553**

**SUBJECT: REQUEST FOR VARIANCE #05-32**

**Dear Mr. Milano:**

**This letter is to inform you that you have been placed on the June 13, 2005 agenda for the Zoning Board of Appeals to discuss your request for a variance at:**

**7 Ellison Drive  
New Windsor, NY**

**This meeting starts at 7:30 p.m. and is held in the Town Meeting Room at Town Hall. If you have a problem with this time and/or date, please contact me at the above number and we will reschedule your appearance. If you have any further questions, please feel free to contact me.**

**Very truly yours,**

---

**Myra Mason, Secretary  
Zoning Board of Appeals**

**MLM:mlm**



**TOWN OF NEW WINDSOR  
ZONING BOARD OF APPEALS**

**APPLICATION FOR VARIANCE - continued**

**VIII. AREA VARIANCE: (This information will be on your Building Department Denial form you receive)**

Area Variance requested from New Windsor Zoning Local Law,

	<u>Requirements</u>	<u>Proposed or Available</u>	<u>Variance Request</u>
Min. Lot Area			
Min. Lot Width			
Reqd. Front Yd.			
Reqd. Side Yd.			
Reqd. Rear Yd.	50'	28' 9"	21' 3"
Reqd. St Front*			
Max. Bldg. Hgt.			
Min. Floor Area*			
Dev. Coverage*			
Floor Area Ration**			
Parking Area			

\*Residential Districts Only

\*\*Non-Residential Districts Only

**PLEASE NOTE:**

**THIS APPLICATION, IF NOT FINALIZED, EXPIRES ONE YEAR FROM THE DATE OF SUBMITTAL.**

**TOWN OF NEW WINDSOR  
ZONING BOARD OF APPEALS**

**APPLICATION FOR VARIANCE - continued**

- IX. In making its determination, the ZBA shall take into consideration, among other aspects, the benefit to the applicant if the variance is granted as weighed against the detriment to the health, safety and welfare of the neighborhood or community by such grant. Also, whether an undesirable change will be produced in the character of the neighborhood or a detriment to nearby properties will be created by the granting of the area variance; (2) whether the benefit sought by the applicant can be achieved by some other method feasible for the applicant to pursue other than an area variance; (3) whether the requested area variance is substantial; (4) whether the proposed variance will have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district; and (5) whether the alleged difficulty was self-created.

After reading the above paragraph, please describe why you believe the ZBA should grant your application for an Area Variance:

My sick mother moved into our  
900 sq ft Ranch house making things a little tight.  
She can't get out and about so we want to build a  
3 season room so she gets a change of scenery  
now and then. I don't believe this addition will  
have any negative effects on our neighbors or  
the environment. We need the Variance because we  
are an angled property and are short of the 50' rear yd setback  
to meet the towns requirement

**PLEASE NOTE:**

**THIS APPLICATION, IF NOT FINALIZED, EXPIRES ONE YEAR FROM THE DATE OF SUBMITTAL.**

**XII. ADDITIONAL COMMENTS:**

- (a) Describe any conditions or safeguards you offer to ensure that the quality of the zone and neighboring zones is maintained or upgraded and that the intent and spirit of the New Windsor Zoning Local Law is fostered. (Trees, landscaped, curbs, lighting, paving, fencing, screening, sign limitations, utilities, drainage.)
- 
- 

**XIII. ATTACHMENTS REQUIRED:**

- ☐ Copy of contract of sale, lease or franchise agreement. Copy of deed and title policy.
- ☐ Copy of site plan or survey (if available) showing the size and location of the lot, buildings, facilities, utilities, access drives, parking areas, trees, landscaping, fencing, screening, signs, curbs, paving and streets within 200 ft. of the lot in question.
- ☐ Copies of signs with dimensions and location.
- ☐ Three checks: (each payable to the TOWN OF NEW WINDSOR)
  - ☒ One in the amount of \$ 500.00 or 500.00 (escrow)
  - ☒ One in the amount of \$ 150.00 or 150.00 (application fee)
  - ☒ One in the amount of \$ 25.00 (Public Hearing List Deposit)
- ☒ Photographs of existing premises (5 or 6) from several angles. (IF SUBMITTING DIGITAL PHOTOS PRINTED FROM COMPUTER - PLEASE SUBMIT FOUR (4) SETS OF THE PHOTOS.)

**XIV. AFFIDAVIT.**

STATE OF NEW YORK)

) SS.:

COUNTY OF ORANGE )

The undersigned applicant, being duly sworn, deposes and states that the information, statements and representations contained in this application are true and accurate to the best of his/her knowledge or to the best of his/her information and belief. The applicant further understands and agrees that the Zoning Board of Appeals may take action to rescind any variance granted if the conditions or situation presented herein are materially changed.

Sworn to before me this:

18<sup>th</sup> day of MAY 2005.

*Colleen M. Milano*  
Owner's Signature (Notarized)

JOSEPH MILANO  
Colleen M. MILANO  
Owner's Name (Please Print)

*Sara A. Schoonmaker*  
Signature and Stamp of Notary

Applicant's Signature (If not Owner)

**PLEASE NOTE:**

**THIS APPLICATION, IF NOT FINALIZED, EXPIRES ONE YEAR FROM THE DATE OF SUBMITTAL.**

SARA A. SCHOONMAKER  
Notary Public, State of New York  
No. 01SC6029435  
Qualified in Orange County  
Commission Expires Aug. 16, 2005

COMPLETE THIS PAGE ☐



**TOWN OF NEW WINDSOR**  
555 UNION AVENUE  
NEW WINDSOR, NY 12553  
(845) 563-4615 (MYRA MASON)



**ZONING BOARD PROCEDURES**

PLEASE READ AND COMPLETE THE ATTACHED APPLICATION FORMS WHERE IT APPLIES TO YOUR SITUATION (**LOOK FOR HIGHLIGHT IN BOX IN LOWER RIGHT CORNER OF EACH PAGE**) AND RETURN TO MYRA MASON (845-563-4615) AT THE ZONING BOARD OFFICE (LOCATED IN THE PLANNING BOARD & ENGINEERING OFFICE IN TOWN HALL) WITH THREE CHECKS MADE PAYABLE TO "THE TOWN OF NEW WINDSOR" AS FOLLOWS:

**RESIDENTIAL: (Three Separate Checks Please)**

**APPLICATION FEE:** \$ 50.00  
**\*ESCROW:** \$300.00  
**\*\*DEPOSIT FOR PUBLIC HEARING LIST:** \$ 25.00

**MULTI-FAMILY: (Three Separate Checks Please)**

**APPLICATION FEE:** \$150.00  
**\*ESCROW:** \$500.00  
**\*\*DEPOSIT FOR PUBLIC HEARING LIST:** \$ 25.00

**COMMERCIAL: (Three Separate Checks Please)**

**APPLICATION FEE:** \$150.00  
**\*ESCROW:** \$500.00  
**\*\*DEPOSIT FOR PUBLIC HEARING LIST:** \$ 25.00

**INTERPRETATION: (Three Separate Checks Please)**

**APPLICATION FEE:** \$150.00  
**\*ESCROW:** \$500.00  
**\*\*DEPOSIT FOR PUBLIC HEARING LIST:** \$ 25.00

YOU WILL THEN BE SCHEDULED FOR THE NEXT AVAILABLE AGENDA FOR YOUR "PRELIMINARY MEETING".

**ESCROW**

IS TO COVER OUTSIDE PROFESSIONAL FEES SUCH AS ZBA ATTORNEY FEE, MINUTES OF YOUR PORTION OF THE MEETING, LEGAL ADS, ETC. THE BALANCE WILL BE RETURNED TO YOU UPON CLOSING FILE.

**LIST OF PROPERTY OWNERS  
WITHIN 500 FT. RADIUS OF  
PROPERTY IN QUESTION:**

**APPROXIMATE COST FOR  
PUBLIC HEARING LIST:**

1-10 NAMES	25.00
11-20 NAMES	35.00
21-30 NAMES	45.00
31-40 NAMES	55.00
41-50 NAMES	65.00
51-60 NAMES	75.00
61-70 NAMES	85.00
71-80 NAMES	95.00
81-90 NAMES	105.00
91-100 NAMES	115.00

**ANYTHING OVER 100 NAMES  
IS \$1.00 EA. ADDITIONAL  
NAME**

1. WHEN THE ASSESSOR'S OFFICE NOTIFIES YOU THAT YOUR PUBLIC HEARING LIST IS READY, YOU MUST COME IN AND PAY THE BALANCE DUE FOR THE LIST. (THE LIST WILL BE PREPARED ON LABELS FOR YOUR CONVENIENCE).
2. PREPARE AN ENVELOPE (self-sealing envelopes are much appreciated) FOR EACH LABEL WITH YOUR RETURN ADDRESS AND A REGULAR \$.37 STAMP. BRING THE PREPARED ENVELOPES AND A COPY OF THE LIST TO THE ZONING BOARD SECRETARY FOR MAILING. YOUR PUBLIC HEARING DATE WILL BE SCHEDULED AT THIS TIME.

**NOTE:**

**IF IT IS EASIER FOR YOU, YOU CAN BRING THE ENVELOPES WITH YOU WHEN YOU PICK UP AND PAY FOR YOUR LIST. YOU CAN PUT THE LABELS ON AT THAT TIME AND BRING THEM TO THE ZBA OFFICE FOR COMPLETION.**

**NOTE:**

**THE ZBA MEETS ON THE 2<sup>ND</sup> AND 4<sup>TH</sup> MONDAY OF EACH MONTH UNLESS A HOLIDAY FALLS ON THAT DATE.**